

Message: RE: Admit dates into ATA**✉ RE: Admit dates into ATA**

From Schott, Kyle **Date** Tuesday, March 7, 2017 9:04 AM
To Nikohl McKee
Cc Kraft, Emily; Michele Marsh
Journal emily.kraft@oa.mo.gov
Recipients

All fixed

From: Nikohl McKee [mailto:nmckee@ccsom.org]
Sent: Tuesday, March 07, 2017 8:54 AM
To: K Schott
Cc: Emily.Kraft@oa.mo.gov; Michele Marsh
Subject: Admit dates into ATA

Kyle,

Good morning! Yesterday we had a meeting with Michele, it was brought to our attention our residents are entered in the system by their interview date, which is the day we collect most of their information that is entered into the system. According to the grant, these dates will need be changed to their actual admit date and the day they moved into LifeHouse. Are you available to assist us in completing this change of dates for our residents? These will need to be changed as soon as possible.

Here is the admit dates that should be in the system:

A large rectangular area of the page has been completely blacked out with a solid black color, obscuring several lines of text that were likely intended to be shared but are now hidden.

Thank you for your assistance,
Nikohl

--
Nikohl McKee
Administrative Assistant
LifeHouse Crisis Maternity Home
(417) 720-4213

Confidentiality Notice: This electronic communication is from Catholic Charities of Southern Missouri and is only intended for its addressee. This communication may contain information that is privileged, confidential or otherwise protected from disclosure by law and/or by Catholic Charities of Southern Missouri policy. If you are not the intended recipient, or the employee or agency responsible for delivering this information to its recipient, do not copy, circulate, forward or otherwise disclose this document. If you have received this message in error, please notify the sender immediately by return email.